

MINUTES
Hopton cum Knettishall Parish Council
Monday, 12th November 2018 - 7pm – Hopton Village Hall
Draft until approved at the December meeting

Present: Parish Councillors: R. Capon, M. Cleveland, D. Faiers, M. Filler, Mrs. L. Macklin, Mrs. J. Mills, Mrs. J. Plackett (Chair), Dr. J. Taylor
County Councillor: Mrs. J. Spicer, Borough Councillor: Mrs. C. Bull. Clerk: Mrs. C. Dowson (reporting). Ms. C. Wright (Headteacher) and Mr. C. Smith (Early Years' teacher) Hopton School and 13 members of the public.

1. Apologies and approval for absence – none received.
2. Declarations of Interest and requests for dispensations – none received.
3. The Minutes of the meeting held on 8th October 2018 were agreed and signed by the Chair.
4. Matters Arising from the Minutes of 8th October 2018:
 - a. **Post Office Closure.** Cllr. Filler has been liaising with the Post Office. They will be providing a mobile post office on Monday morning and Tuesday afternoon until something more permanent is arranged with the shop – it will probably be sited on the lay-by of the house behind the shop. There is no charge. Cllr. Filler urged residents to use this facility. Details will be posted on the notice boards and website when they are received.

Action: MF
 - b. **Parking problems – Nethergate Street.** Cllr. Plackett noted that there is still a parking problem and asked that any incidents be reported using the “101” phone line.
 - c. **The cemetery is now tidy** and the maintenance work has improved.
 - d. **Pam retired from the Post Office** with a very good send off which managed to be a complete surprise to her.
 - e. **Grit Bins have been filled.** Despite the county council informing the clerk that the grit bin by the shop is no longer there, it was noted that it is present and has been filled.
5. **Hopton Development.** Cllrs. Filler and Plackett have met with Pigeon and it was hoped that a decision on the build may be finalised within the next few weeks. The S106 agreement is almost complete and full planning approval could be achieved before Christmas. In principle, a phased payment of the S106 community contribution was agreed but the exact schedule was yet to be determined and would be finalized with West Suffolk Planning Department.
6. **Nursery Provision at Hopton School.** Ms Wright (headteacher) explained the background to the school's early years' provision and how it is likely to be implemented. She confirmed that they are liaising with Little Tots Nursery and a letter, prepared jointly, will be sent to parents shortly. It is noted that the provision offered by the school for three children from January (full-time, 30 hours per week with initially only three nursery aged children in the same class as reception children) will be very different from Little Tots (part-time, 4 days per week continuing at the village hall). The school feels that early years' provision needs to be in place in order for the school to prosper in the future. Cllr. Spicer noted concern for the Village Hall as half its income comes from Little Tots. However, should Little Tots cease in the future it could be an opportunity to widen the Village Hall's community programmes. Cllr. Spicer asked that it be acknowledged that the use of the Village Hall car park is appreciated by the school and parents. Cllr. Plackett thanked Ms.

Wright and Mr. Smith for attending the meeting and invited them to give an update at the Annual meeting in April.

7. County and District Councillors' reports followed by Public Forum

a. County Council – Cllr. J. Spicer

- i. **Civil Parking Enforcement changes.** This will now be the responsibility of the local authority and not the Place. For Hopton it's just double yellow lines by the shop. The clerk will confirm this is noted.

Action: Clerk

- ii. **Parking on Thelnetham Road.** A resident expressed concern at parking on Thelnetham Road during school time. Cars were parked on the pavement which was then impassable for pedestrians and was dangerous for children getting in and out of cars. In addition, cars parked where the road narrows which caused lorries and farm vehicles to mount the verge and damage adjoining gardens. Cllr. Spicer agreed to visit the site and will contact Cllr. Filler.

Action: Cllr. Filler

- iii. **Olive's Throat.** The ditch at the Bowls Club end had still not been cleared and was likely to flood again this winter. Cllr. Spicer will follow this up.

b. Borough Council – Cllr. C. Bull

- i. **Unauthorised encampment of a homeless person.** Cllr. Bull believes that the caravan has now been abandoned – however, members of the public confirmed that this is not the case. There are still many difficulties with this particular case as it is not known who owns the land.
- ii. **Enforcement - The condition of the property "Longridge"** (opposite the village hall). It is believed that this property is in the process of being sold.

c. Public Forum – no items.

8. Correspondence (the clerk has forwarded details to Parish Councillors):

- a. West Suffolk Housing strategy – there is a consultation and online survey open from 9th October to 20th November.
- b. Local Government Boundary Commission - Electoral Review of West Suffolk: Final Recommendations are available on line.
- c. County Lines – Western Suffolk Community Safety Partnership awareness raising sessions.
- d. West Suffolk – Enforcement Policy Consultation – online policy draft available on line until 11th December 2018.

9. Clerk's report

- i. **Bank balances:** current a/c £9423.25, savings a/c £45,416.63, petty cash £8.80
- ii. **Vertas – cemetery maintenance.** Following the very poor service provided this summer, an offer of £270 credit was offered, but the clerk has indicated that this was not enough. Another offer of £487 credit has been offered. However, it was agreed that the clerk should return to Vertas to request only 50% of the contract price should be paid.

Action: Clerk

10. Budget/precept application for 2019/2020

The proposed budget had been circulated to parish councillors and it is noted that Hopton and Knettishall will be combined for 2019/2020. The provisional budget of £7900 was unanimously agreed (a slight decrease compared to the current year). The clerk will

prepare a “provisional” precept application form to be agreed at the December meeting when the budget would be confirmed. (It was noted that should the election be contested in May 2019 there would be a financial cost).

Action: Clerk

11. Chair’s report

- a. **Village Hall grass cutting** – a member of the public has volunteered to try to use the cemetery mower.
- b. **Remembrance Day service** – Cllr. Plackett reported that this was a huge success with a full church. Thanks to everyone who helped make this such a success and in particular to Mrs. Karen Saywell.

12. Reports from Parish Councillors

- a. Cllr. Macklin would like to attend the County Lines information day on 13th December. She will enrol for this. Cllr. Macklin also mentioned that the flint wall on the corner opposite the church has been damaged.
- b. Cllr. Taylor noted that the Suffolk Hunt has been through Knettishall recently and even though some damage was caused to his property, it was reinstated very quickly by the Hunt.
- c. Cllr. Capon reported that the hedges are overgrown in Fenn Street. (Cllr. Mills will note this in the parish magazine).
- d. Cllr. Faiers noted that the road sign opposite the church is down again, but he will reinstate this.

Action: Cllr. Faiers

13. **Cemetery Report** – nothing to report.

14. **Planning matters** – nothing to report.

15. **Payments** - The following payments were authorised: £195.43 C. Dowson (clerk), £115.36 R. Waugh (litter picker), £16.50 M. Filler (travel expenses). Charity donations (S.137): £62.50 Newstalk, £62.50 Home from Home and £50 All Saints Church.

16. **Date of next meeting** – Monday, 10th December 2018. (Meeting closed at 8.30pm).